

**ADDENDUM #3
TO SPEC. 04-135
PARKING MANAGEMENT SERVICES**

Addendum #3 to Spec. 04-135 for Parking Management Services, bids to be opened on Wednesday, June 9, 2004 at 12:00 noon.

In response to questions submitted:

1. Q. What is the gross parking revenue collected from the previous two years?

Special events:

- A. Please see attached "Statements of Revenue and Expenditures" sheet.

Hotel Parking Revenue:

- A. This revenue is included in monthly and daily revenue. Please see attached "Statements of Revenue and Expenditures" sheet.

Monthly Parking:

- A. Please see attached "Statements of Revenue and Expenditures" sheet.

Daily:

- A. Please see attached "Statements of Revenue and Expenditures" sheet.

2. Q. Will there be any free or discounted parking given?

- A. A 14 theater entertainment complex is currently under construction in Downtown Lincoln. Per the redevelopment agreement with the theater company, the City of Lincoln is to offer patrons free parking only at the Center Park Garage after 7:00 p.m. and on weekends. This excludes special events and will be provided on a validation basis.

3. Q. Could you explain in detail the chart "2003 Monthly Operator's Financial Stream" (Example: Receipts, what expenses are included in this category)?

- A. This chart includes "Total Revenue" from four categories:
- Monthly Parking
 - Transient Parking
 - Validations
 - Other Revenue

Also included in this chart are "Total Reimbursable Operating Expenses" which consists of the following categories:

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|--|---------------------------|
| – Salaries and Wages | – Materials and supplies |
| – Vacation | – Rent - land & buildings |
| – Payroll taxes | – Repairs and maintenance |
| – Workers' compensation | – Outside services |
| – Health and welfare/Employee benefits | – Office supplies |
| – Personnel Selection | – Forms & printing |
| – Insurance PLPD/GKLL | – Management fee |
| – Insurance - other | |

4. Q. What types of security equipment is used at the facilities?

- A. The type of security equipment which is used in the facilities is Optiquet cameras by View Sonic. The City has updated to digital video recorders in all its facilities.

5. Q. What type of revenue/parking access equipment is used?

- A. The parking access equipment is from Amano. The revenue management system is from McGann Software Systems that has been networked to a central location. The network communications is maintained by the City.

6. Q. How old is the revenue/parking access equipment?

- A. The revenue/parking access equipment is less than one year old.

7. Q. Who is responsible for the maintenance of the revenue/parking access equipment?

- A. Current parking operator has a maintenance technician on staff that maintains the revenue/parking equipment.

8. Q. Section 5.2 of the RFP requires one original and six copies of the proposal. The Proposal Form requires 8 complete copies of the proposal. Please clarify how many copies are required.

- A. 8 copies will be needed for the selection committee.

9. Q. Section 13.1.3.1 of the RFP states Deductibles shall be paid for by the management firm. Since this is stated under Pass Through Costs, please clarify if this cost is reimbursable.

- A. Unless otherwise negotiated, management firm is responsible for said deductible.

10. Q. Section 5.4.10 requires completed equal employment opportunity forms. These forms were not included with the RFP. Should we request these forms from another City entity?

- A. Forms are available to the firm awarded the contract and are not needed at this time.

All other terms and conditions to remain unchanged.

Dated this 26th day of May, 2004.

Purchasing Department

Vince M. Mejer
Purchasing Agent

Statements of Revenue & Expenditures
For the Twelve Months Ending August 31, 2003

General Ledger

	Current Period	Prior Year Current Period	YTD 2003/2002	YTD 2002/2001
Parking revenues:				
Coupon Discounts	9,713	13,333	147,053	122,585
Lease	281,971	91,592	2,107,126	1,757,022
Transient	145,287	108,484	2,098,689	1,842,760
Football	10,923	28,004	222,017	179,109
Special Events			3,209	1,115
Prepaid				
Meter Routes	99,103	123,456	1,381,877	1,331,287
Miscellaneous	682	7,189	3,515	11,772
Refunds - Prior Year			1,692	3,391
Cash Overage/Shortage	<153>	<140>	<1,533>	110
Total Parking revenues:	547,526	371,918	5,963,645	5,249,151
Operating expenses:				
Personnel	8,000	8,032	96,942	81,519
Supplies	2,858	1,556	45,167	46,186
Other services & charges	139,832	138,102	2,073,490	1,892,005
Capital outlay	5,837	164	31,221	4,280
Debt service	170,882	163,135	1,980,673	2,020,753
Total operating expenses	327,409	310,989	4,227,493	4,044,743
Net operating revenues	220,117	60,929	1,736,152	1,204,408
Nonoperating revenues (expense)				
Interest Income	2,002	1,063	50,456	41,192
Gain (Loss) on sale of asse				
Net nonoperating revenues (exp)	2,002	1,063	50,456	41,192
Net revenues	222,119	61,992	1,786,608	1,245,600

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PARKING
03 IS LOTS

City of Lincoln, NE
Parking Operations
Surface Lots

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Combined Statement of Revenues/Expenses
For the Twelve Months Ending August 31, 2003

Parking Lot Revolving

	Current Period	Prior Year Current Period	YTD 2003/2002	YTD 2002/2001
Parking revenues:				
Lease	4,498	5,661	88,460	109,254
Transient	8,146	4,699	72,373	47,279
Football			14,713	16,418
Special Events			12,428	8,006
Meters	2,114	2,184	21,505	19,509
Miscellaneous			279	66
Cash Overage/Shortage	3	3	<117>	69
Total Parking revenues:	14,761	12,547	209,641	200,601
Operating expenses:				
Personnel				
Supplies			542	907
Other services & charges	4,235	1,575	153,935	150,530
Capital outlay				475
Debt service				
Total operating expenses	4,235	1,575	154,477	151,912
Net operating revenues	10,526	10,972	55,164	48,689
Nonoperating revenues (expense)				
Interest Income	668	1,063	20,983	32,696
Gain (Loss) on sale of asse				
Net nonoperating revenues (exp	668	1,063	20,983	32,696
Net revenues	11,194	12,035	76,147	81,385

Statements of Revenue & Expenditures
For the Twelve Months Ending August 31, 2003

Parking Facilities

	Current Period	Prior Year Current Period	YTD 2003/2002	YTD 2002/2001
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Parking revenues:				
Coupon Discounts	9,713	13,333	147,053	122,585
Lease	281,971	91,592	2,107,126	1,757,022
Transient	145,287	108,484	2,098,689	1,842,760
Football	10,923	28,004	222,017	179,109
Special Events			3,209	1,115
Prepaid				
Meter Routes	99,103	123,456	1,381,877	1,331,287
Miscellaneous	682	7,189	3,515	11,772
Refunds - Prior Year			1,692	3,325
Cash Overage/Shortage	<156>	<143>	<1,415>	40
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Total Parking revenues:	547,523	371,915	5,963,763	5,249,015
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Operating expenses:				
Personnel	8,000	8,032	96,942	81,519
Supplies	2,858	1,556	44,625	45,279
Other services & charges	135,597	136,527	1,919,555	1,741,474
Capital outlay	5,837	164	31,221	3,805
Debt service	170,882	163,135	1,980,673	2,020,753
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Total operating expenses	323,174	309,414	4,073,016	3,892,830
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Net operating revenues	224,349	62,501	1,890,747	1,356,185
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Nonoperating revenues (expense)				
Interest Income	1,333		29,473	8,496
Gain (Loss) on sale of asse				
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Net nonoperating revenues (exp	1,333		29,473	8,496
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Net revenues	225,682	62,501	1,920,220	1,364,681
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